Exhibitor's Manual and Service Order Forms

SECURITY CHINA 2012 EXPO

THE 11TH CHINA INTERNATIONAL EXHIBITION ON PUBLIC SAFETY AND SECURITY

December, 3-6. 2012

New China International Exhibition Center (CIEC) Beijing, CHINA

This manual has been designed to simplify preparation for the exhibition and subsequent administration.

Careful study of the contents of this manual will enable all relevant matters to be processed smoothly and the retention of the exhibitor copy of forms will enable queries to be settled quickly and invoices accurately checked.

While every endeavor will be made to maintain rates and prices quoted, these may vary in accordance with any fluctuation in the cost of labors or materials occurring before the time of the exhibition.

CHINA SECURITY AND PROTECTION INDUSTRY ASSOCIATION
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Tel: 8610-51920615
Fax: 8610-68730788
E-mail: international@bizcspia.com bizcspia@yahoo.com.cn
Website: www.securitychina.com.cn

To Exhibitors

My dear Exhibitors:

Welcome to China International Exhibition on Public Safety and Security 2012 (Security China 2012).

This exhibition will be held in China International Exhibition Center (New Center) on 3-6 Dec.

This manual includes four parts, which will give you the important information about this exhibition:

A. Exhibition Information

B. Information for Exhibitors

C. Structures-related matters

D. Services Information

You can read this manual on the website: www.securitychina.com.cn or download this manual. China International Exhibition on Public Safety and Security Center reserves the final interpretation.

Careful study of the contents of this manual, finish the related form and answer back before the deadline will enable all relevant matters to be processed smoothly and queries to be settled quickly.

A Letter of Environmental Protection

The environment is the basis for the survival of our human being and all the living things on the earth. Preserving the earth, keeping ecological balance and protecting the environment are the bounden duty of every citizen and every company.

We hope that all the exhibitors should be actively involved in response to this letter:

1. Promote the creative and practical exhibition style to highlight the product content. And use the recycling installation materials as far as possible.
2. Promote to use the recycling installation materials, eco-friendly coating. And make full use of aluminum, woven fabric and other environmentally friendly lightweight material to decorate the booth.
3. Promote eco-friendly installation. Try and reduce coatings and harmful substances during the installation process, classify the installation waste to protect the installation workers and harm the environment.
4. Promote to reduce emission of the “white trash”.
5. Promote to save paper. All the promotional materials should be designed and printed reasonably. It is better to use the eco-friendly paper or recycling paper.
6. Promote to use the lamps effectively.

7. Promote to use the Volume monitoring equipment to reduce the sound pollution.
My dear exhibitors, let’s take an active action to protect the environment and build a comfortable exhibition environment.

We hope all the exhibitors get the biggest harvest during the exhibition heartily.

2012 China International Exhibition on Public Safety and Security
2012-07

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A

EXHIBITION INFORMATION

1. General Information

<table>
<tr><td>Exhibition Name</td><td colspan="5">2012 China International Exhibition on Public Safety and Security
(Security China 2012)</td></tr>
<tr><td rowspan="8">Activities during the Exhibition</td><td colspan="2">date</td><td colspan="2">activity</td><td>venue</td></tr>
<tr><td colspan="2">3-5th Dec. 2012</td><td colspan="2">2012 China International Security Summit Forum
2012 China Security Technology Development Forum</td><td>the West Conference Building</td></tr>
<tr><td colspan="2">3-6th Dec. 2012</td><td colspan="2">Technical Seminar</td><td>the west Conference Building</td></tr>
<tr><td colspan="2">2nd Dec. 2012 all day</td><td colspan="2">the 5th China International Sourcing Conference on Public Safety and Security</td><td>CROWNE Plaza Hotel</td></tr>
<tr><td colspan="2">11:00 3rd Dec. 2012</td><td colspan="2">Innovative Products Awards 2012</td><td>the South Login Hall</td></tr>
<tr><td colspan="2">3-6th Dec. 2012</td><td colspan="2">Experience for Public Security Products</td><td>the Connective structure of W1</td></tr>
<tr><td colspan="2">3-6th Dec. 2012</td><td colspan="2">Emergency and Escape Live Exercise 2012</td><td>the South Plaza</td></tr>
<tr><td rowspan="15">Date and Time</td><td rowspan="4">Exhibitor Registration</td><td>30th Nov. 2012</td><td>08:30-17:30</td><td>Friday</td></tr>
<tr><td>1st Dec. 2012</td><td>08:30-17:30</td><td>Saturday</td></tr>
<tr><td>2nd Dec. 2012</td><td>08:30-17:30</td><td>Sunday</td></tr>
<tr><td colspan="3">Venue: the South Login Hall of the New International Exhibition Center</td></tr>
<tr><td rowspan="3">Booth Installation</td><td>30th Nov. 2012</td><td>08:30-17:30</td><td>Friday</td></tr>
<tr><td>1st Dec. 2012</td><td>08:30-17:30</td><td>Saturday</td></tr>
<tr><td>2nd Dec. 2012</td><td>08:30-21:00</td><td>Sunday</td></tr>
<tr><td>Opening</td><td>3rd Dec. 2012</td><td>10:00-11:00</td><td>Monday</td></tr>
<tr><td rowspan="8">Exhibition Date</td><td rowspan="2">3rd Dec. 2012</td><td>Exhibitor 8:30-17:30</td><td>Monday</td></tr>
<tr><td>Visitor 9:00-17:00</td></tr>
<tr><td rowspan="2">4th Dec. 2012</td><td>Exhibitor 8:30-17:30</td><td>Tuesday</td></tr>
<tr><td>Visitor 9:00-17:00</td></tr>
<tr><td rowspan="2">5th Dec. 2012</td><td>Exhibitor 8:30-17:30</td><td>Wednesday</td></tr>
<tr><td>Visitor 9:00-17:00</td></tr>
<tr><td rowspan="2">6th Dec. 2012</td><td>Exhibitor 8:30-15:00</td><td>Thursday</td></tr>
<tr><td>Visitor 9:00-14:00</td></tr>
<tr><td>Closing</td><td>6th Dec. 2012</td><td>15:00-21:00</td><td>Thursday</td></tr>
</table>

Exhibition Location	China International Exhibition Center (New Center) 88 Yuxiang Road, Tianzhu Area, Shunyi District, Beijing
Approved by	Ministry of Public Security of the People's Republic of China Ministry of Science and Technology of the People's Republic of China
Organizers	China Security and Protection Industry Association www.securitychina.com.cn

2. Services Contactors Information

Booth Installation and Electrical Contractor	ShengDian Exhibition Consultants Co., Ltd Room 001 1#, Zhonglin Business Building, No.25 Hepingli, Dongcheng District. Beijing Tel: 010-4000358885 Fax: 8610-6421 8061-810 E-mail: steven@sinoplan.com.cn Contact: Jinlong Wang ext821 13811331620 Yang Guo ext823 13801268015 Yuan Xu ext829 13811604586 Dongwei Zheng ext831 18701629660
Shell booth& Furniture Rental Contractor	Inseno Innovation Services Company Room 301-302 A Hall, FangQun Building, No. 27 NanSanHuan Zhong Road, FengTai District, Beijing, Zip Code: 100078 Tel:010-87675079/5179 Fax: 010-67622244 E-mail: info@inseno.com Contact: Yuhan Yuan 13801222990 Na Ma 13801082701
Freight Forwarding, Lifting& Handing Contractor	Sinotrans Beijing Company 400,4th Floor of Hall No.1 6 East Beisanhuan Road, Chaoyang District. Beijing, China Zip Code: 100028 Tel: 010-84601135 84601327 Fax: 010-64677828 E-mail: guojc@sinotrans.com Contact: Ms. Cao Aizhu 13910429616 Mr. Li Jun 13801057311
Hotel& Car Contractor	Times Exhibition Services A-1106 of XinTianDi, XiBaHe Chao Yang District. Beijing, China Zip Code: 100028 Tel: 010-64462787 Fax: 010-64462177 E-mail: hotel@sdlm.cn Contact: Ms. Liu Erlin 15801612838 www.sdlm.cn
Conference Services Contractor	Beijing LanDunShiAn Info Consultants Co., Ltd 3F,No.19,2 Alley, Yaojiajing, Xuanwu District, Beijing, China Tel: 010-62016842/43 Fax: 010-62016956 E-mail: chuanyan.li@cn-sc.com.cn Contact: Ms. Li Chunyan 13521937712 Mr. Zhong Beishuo 13810215352

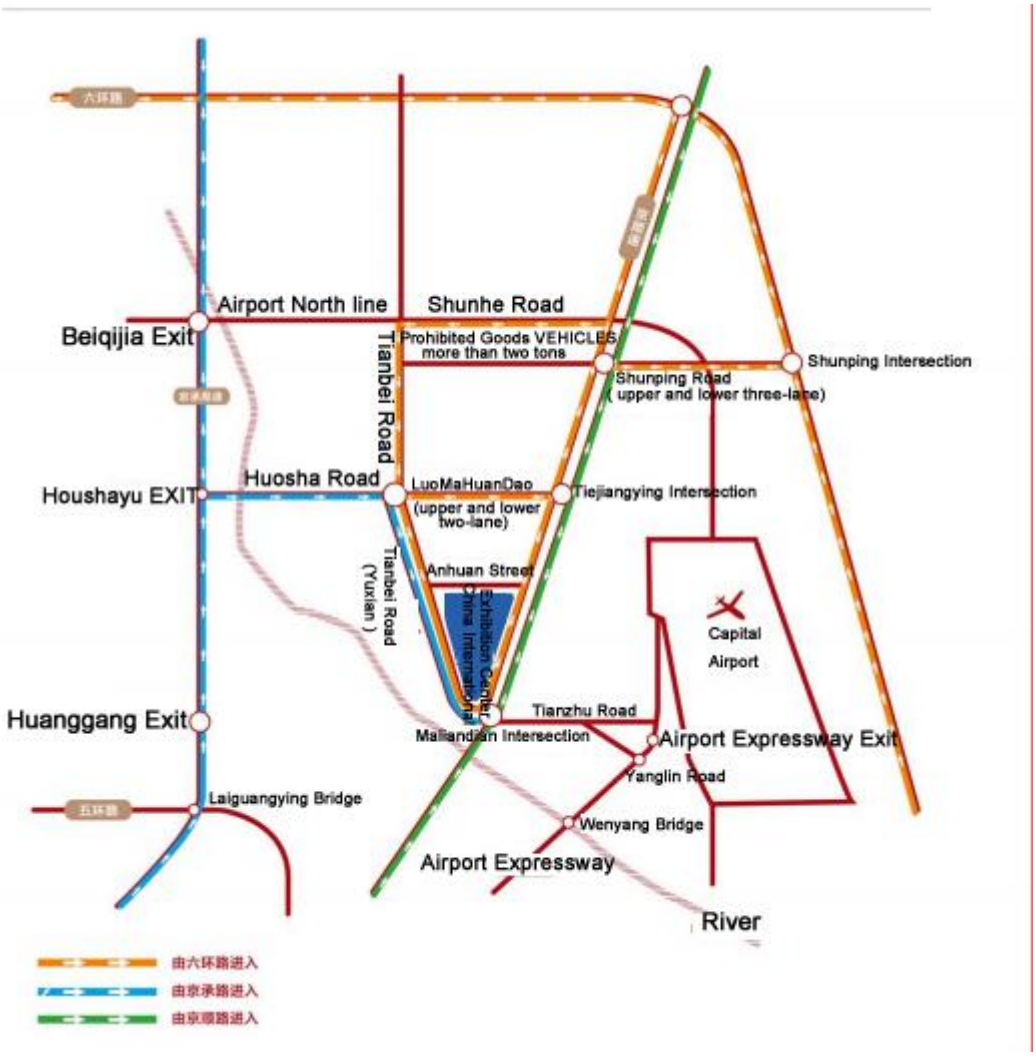
Installation Companies specially recommended

	ShengDian Exhibition Consultants Co., Ltd Room 001 1#, Zhonglin Business Building, No.25 Hepingli, Dongcheng District. Beijing Tel: 010-4000358885 Fax: 8610-6421 8061-810

	E-mail: steven@sinoplan.com.cn Contact: Shangshang Zhu ext820 13581779136 Meng Li ext816 13501241694 Yongbing Cui ext813 13261133833 Jingzhe Liu ext812 13801253093
	Inseno Innovation Services Company Room 301-302 A Hall, FangQun Building, No. 27 NanSanHuan Zhong Road, FengTai District, Beijing, Zip Code: 100078 Tel:010-87675079/5179 Fax: 010-67622244 E-mail: info@inseno.com Contact: Na Ma ext808 13801082701 Jing Ao ext802 13810282517 Jingyu Kang ext807 18801449257 Ju Sun ext806 15010523100 Zhili Duan ext803 15810701471

3 Transporting Information

Location of China International Exhibition Center (New Center)



1. The cars to the exhibition center from south, east and northeast parts: east Liuhuanlu→ Shunpinglu Charge Station→ Shunpinglu→ Kuliushuhuandao→ Jingshunlu→

Tiejiangyinglukou→ Luomahuantao→ Tianbeilu→ CIEC (New Center); or Kuliushuhuantao→ Jingshunlu→ Maliandianlukou→ CIEC (New Center) → No.5 north gate of CIEC (New Center)

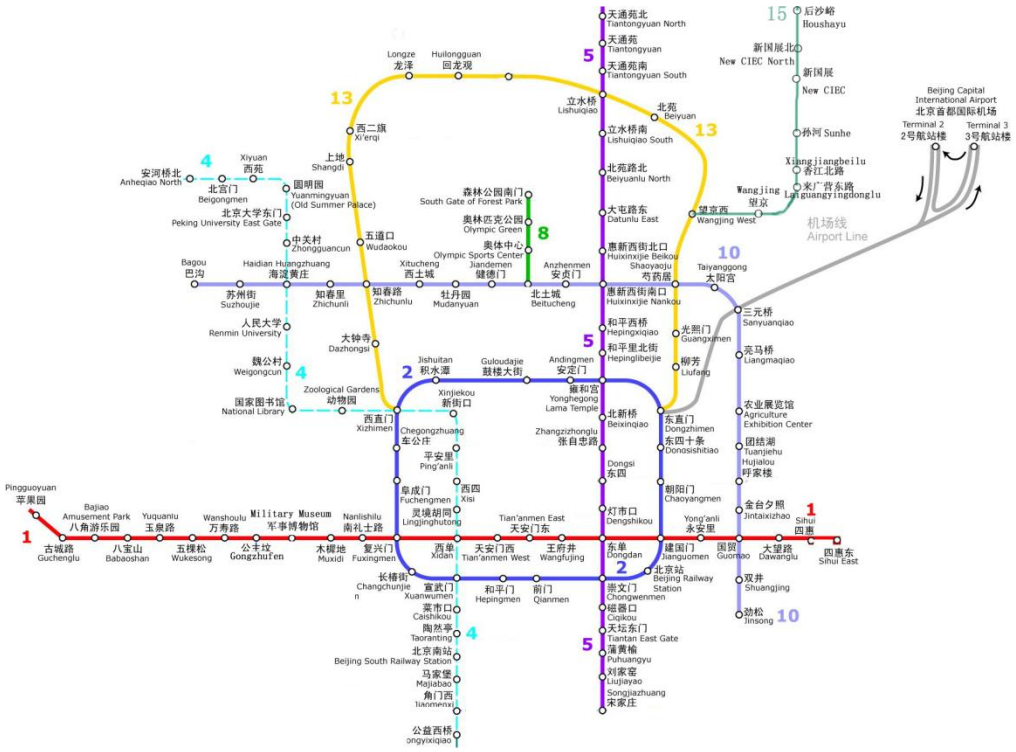
2. The cars to the exhibition center from southwest, west and northwest parts:

Jingcheng Expressway→ Houshayu Charge Station→ Huoshalu→ Luomahuantao→ Tianbeilu→ CIEC (New Center) → No.5 north gate of CIEC (New Center)

3.The cars from northeast and Beijing urban district: Sanyuanqiao→ Jingshunlu → Maliandianlukou→ CIEC (New Center)→ No.5 north gate of CIEC (New Center) 【see figure: From Jingshun to CIEC (New Center)】

Note: Please follow the signpost made by the organizers in order.

Beijing Subway Map



Beijing South Railway Station → CIEC (New Center)

4th Subway (Anheqiaobei) → Xuanwumen→ No.2 Subway (Waihuan) → Dongzhimen (B Northeast Exit) → Dongzhimenwai by 850th (or 934th, 955th) → Shunyimaliandian →700m on foot→ CIEC (New Center)

Beijing Railway Station→ CIEC (New Center)

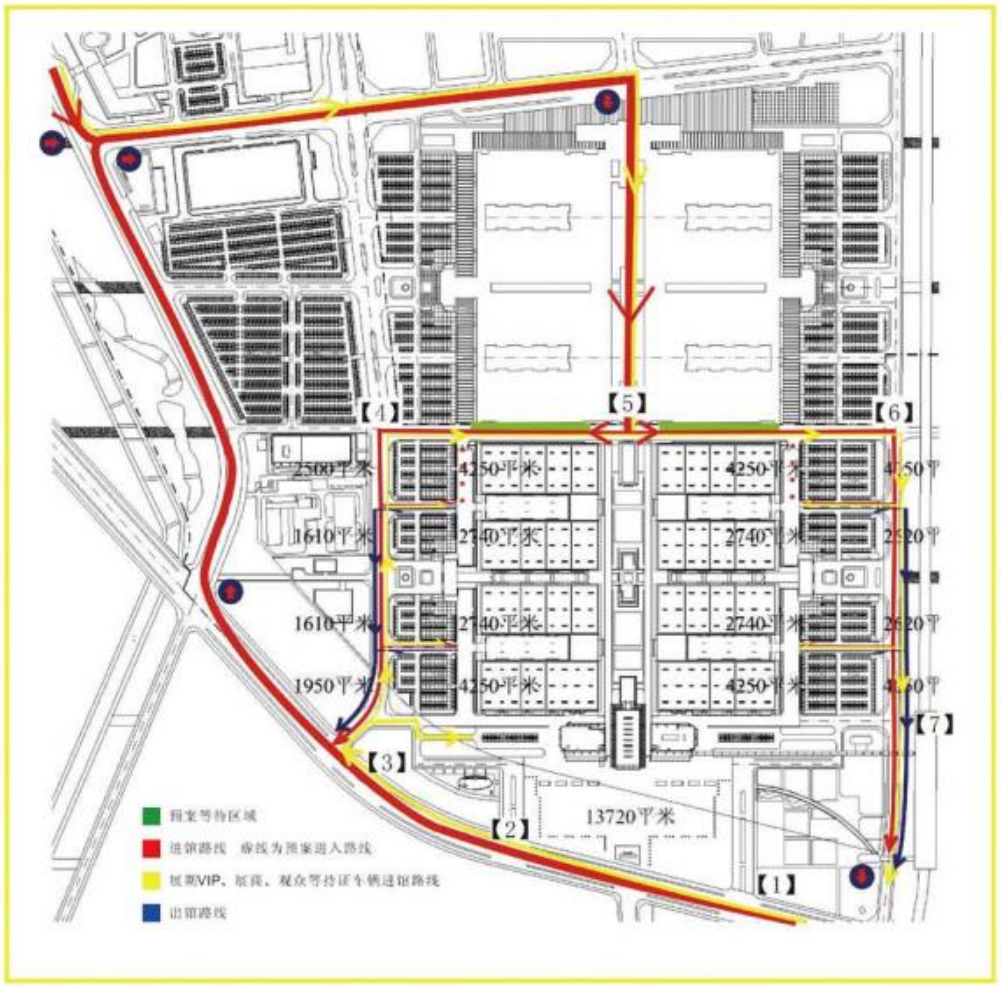
387th bus→ Fuxingmennan→ 2th subway→ Dongzhimen (B Northeast Exit) →

Dongzhimenwai by 850th (or 934th, 955th) → Shunyimaliandian → 700m on foot → CIEC (New Center)

Capital Airport →CIEC (New Center)

359th → Airport Daokou Station → 395 Station →Shun22lu → CIEC (New Center)

The Logistics Diagram around the Exhibition



To goods vehicle

1. The cars to the exhibition center from south, east and northeast parts: east Liuhuanlu →Shunpinglu Charge Station →Shunpinglu →Kuliushuhuandao →Jingshunlu →Tiejiangyinglukou →Luomahuantao →Tianbeilu →CIEC (New Center); or Kuliushuhuantao →Jingshunlu →Maliandianlukou →CIEC (New Center) →No.5 north gate of CIEC (New Center)
2. The cars to the exhibition center from southwest, west and northwest parts: Jingcheng Expressway→Houshayu Charge Station →Huoshalu →Luomahuantao →Tianbeilu →CIEC (New Center) →No.5 north gate of CIEC (New Center)
3. The cars from northeast and Beijing urban district: Sanyuanqiao →Jingshunlu →Maliandianlukou →CIEC (New Center) →No.5 north gate of CIEC (New Center)

In addition to the above roads, other roads are relatively narrow, poor or crowded. Or you should via more villages. It is not conducive to the passage of large vehicles.

To buses and cars from Beijing Urban Area
A. Jingcheng Expressway→Houshayu Charge Station →Huoshalu →Luomahuantao →Tianbeilu →CIEC (New Center) →No.5 north gate of CIEC (New Center) (unblocked)

B. Sanyuanqiao →Airport Expressway →Yanglin Street →Maliandianlukou →CIEC (New Center) →No.5 north gate of CIEC (New Center) (Crowded)
C. Sanyuanqiao →Jingshunlu →Maliandianlukou →CIEC (New Center) (Crowded)
The cars to the exhibition center from east and northeast parts: Jingmilu or Shunpinglu →Kuliushuhuandao →Jingshunlu →Tiejiangyinglukou →Luomahuantao →Tianbeilu →CIEC (New Center); or Jingshunlu →Maliandianlukou →CIEC (New Center) →No.5 north gate of CIEC (New Center)
Please take the Jingcheng Expressway as the main way by personal cars. You can drive form Houshayu or Airport north line to Tianbeilu. Because of crowded, please take the Airport expressway and Jingshunlu as the reserve way.
It is only 5KM from Capital Airport to Exhibition Center and it only takes you less than 20 minutes.

B

INFORMATION FOR EXHIBITORS

1. Exhibition Notice

The Provisions of Admission

The exhibitors are requested to comply with the open and closing time. During the exhibition, exhibitors should come into the exhibition hall half hour earlier and left half hour later than visitors. The audience login place will be closed half hour earlier than the closing time and stop the tickets.

Volume limited

To keep the good negotiation environment, exhibitors must control the audio equipment volume under 65 decibels. If not, the organizers have the right to take corresponding measures to stop it.

Exhibition venues

Exhibitors should protect the environment of exhibition, the floor, the wall and related facilities. If any equipment gets damaged, the exhibitors should compensate according to relevant provisions.

Intellectual property

The organizers have the special requirement for the display of the exhibits not involving trademark infringements or other torts. If it happens, the organizers reserve the right to make the exhibitors to remove the exhibits and the exhibitors bear all the consequences.

Exhibits registration

Every hall has the exhibits registration services table during the exhibition. In the period of move-in, the service stuff will come to each booth to register the exhibits. In order to make the exhibits out the pavilion smoothly, please keep the registration form safe.

Exhibits moved-out

Please take the registration form to the site office to make the outdoor permission and the formalities after the exhibition.

The clutter storage

The exhibitors are not allowed to put the clutter in the public area or behind the booth. If you need to pile up something like carton boxes, please contact the transportation company.

Request for overtime

If the exhibitors need an extension work time, please submit an application to the service center in the south login hall at 15:30—16:30 that afternoon and the relevant expense.

Exhibition security

The organizers will provide the necessary defense to the exhibitors during the exhibition. But the exhibitors should take responsibility to the personal and property damage.

The cleaning of exhibition hall

The cleaning job should be done before the audience visiting every day.

Hotel reservation

The designated hotel agent will provide you with the reservations of hotel, tickets, and vehicles and also provide travel services to you.

Photography and video

Only reporters invited by the organizers can take the photographic equipment to the exhibition, and the exhibitors can videotape their own booth only. If the exhibitor

videotapes other booths without authorization, he or she will likely be complained to the security department and the documents will be deleted or exposed.

Distributing promotional materials

Exhibitors can distribute the promotional materials in their booth or in the News center. It is not allowed to distribute in the vicinity of the public area and the exhibition hall, or the security staff will confiscate the items distributed.

Insurance

Exhibitors should insure their selves based on the need for their exhibits, booth device and take good care of them. The organizers don't bear any legal responsibility to the lost.

Other matters

It is prohibited to sell any items in the exhibition hall. The organizers reserve the right to confiscate the items if violating. Smoking and retailing exhibits are prohibited in the exhibition.

Note

Please choose the regular transport agents, and beware of the fake tickets, train tickets. Please buy the tickets through the regular channel reservation, and keep the passports and other personal documents safe.

2. Exhibition Hall Specifications

location	East-west distance (m)	North-south distance (m)	Floor Space (㎡)	Height (m)	Load (Ton)	Goods door size	note
E1, W1	167.2	71.2	14100	22-25	5	4.3*4.7	
The connective structures between E1 and W1	42.0	37.7		16	5		
E2, E3, W2, W4	167.2	71.2	12600	17.5-21.5	5	4.3*4.7	
E4, W4	167.2	71.2	14100	17.5-21.5	8	4.3*4.7	
The connective structures between E4 and W4	42.0	37.7		16	5		
Unloading Area	133.0	37.4	4974		8		
South Login Hall	65.2	127.3	8300	23	2		
North Login Hall	65.2	48.0	2582	18	2		
East Login Hall	68.0	48.0	3264	17	2		
West Login Hall	68.0	68.0	3264	17	2		
Connective Corridor	11-12	380.0	5500	14	2		

E1 Hall Outdoor Parking	106.0	84.0	8904		5		
E2 Hall Outdoor Parking	106.0	47.0	4982		5		
E3 Hall Outdoor Parking	106.0	54.0	5724		5		
E4 Hall Outdoor Parking	106.0	82.0	8774		5		
W1 Hall Outdoor Parking	89.0	73.0	6497		5		
W2 Hall Outdoor Parking	89.0	53.5	4762		5		
W3 Hall Outdoor Parking	89.0	55.0	4985		5		
W4 Hall Outdoor Parking	89.0	82.5	7343		5		

Note: The limited height of the raw space is 5m, and the shell booth is 3.5m.

3. Information for Exhibitors Registration

1. The exhibitor's registration certificate: the exhibitors can register with the registration notice or the enterprise contact card. The registration notice will send to the exhibitors one month before the show, please check carefully and keep it safe and take it to the exhibition.
2. Exhibitors registration place: the right side of the south login hall in CIEC.
3. Exhibitor report time: 30th Nov. ---- 2nd Dec. 2012 and the acceptance time is at 8:30—17:30pm

4. Exhibition Documents Management

Exhibitor card

1. Allocation of the exhibitor cards the organizers will provide the exhibitor cards free according to the exhibition area.

Exhibition Area (㎡)	9	18	36	54	72	90	108	130	150	172	More than 200
Exhibitor Card	4	6	8	10	12	14	16	18	20	22	25

Note: the exhibition area can be between the adjacent numbers and the quantity of the cards will be the maximum.

2. Getting the exhibitor card

Please get the exhibitor cards from 30th Nov. to 2nd Dec. 2012 in the south login hall of the CIEC.

3. Supplementary card on site

If the enterprise wants to add the extra exhibitor cards, please make an application and

pay a fee. The extra card: 50 Yuan each one.

4. The using of the exhibitor cards

The exhibitors must scan the card when they come through the door guard. Otherwise, there is no secondary. During the exhibition (including move-in and move-out), all of the exhibitors need to wear the exhibitor cards.

Car Pass (exhibitors)

The surrounding doesn't have sufficient parking space, so the exhibitors can choose to handle all-day car permit or pay the parking timely. The car card can be made in the services center in the south login hall. Charges as shown below:

The Price of the Car Pass during the Exhibition

No.	Services Items	Unit	Price
1	Less than 9 seats cars	1	100
2	10-19 seats minibus	1	200
3	more than 20 seats bus	1	300

5. The Security Agreement (this form must be filled by all the exhibitors)

THIS FORM MUST BE FAXED BY ALL SHELL SCHEME EXHIBITORS DIRECTLY TO THE ORGANIZERS (China Security and Protection Industry Association)

Deadline: 15th Oct. 2012 Ad: Room1401, C Hall, International Financial Center, 87 No. Xisanhuanbeilu, Haidian District, Beijing.

Tel: 010-68731631/1629/1701/1702/0588 Fax: 010-68730783

Company Information		
Company Name:		Booth No.:
Ad:		
Contact:	Office:	Tel:
Fax:	E-mail:	Mobile phone:

To ensure that Security China 2012 held successfully, the organizers puts forward the following requirements about the security and fire fighting during the exhibition:

6. The Intellectual Property Agreement

THIS FORM MUST BE FAXED BY ALL SHELL SCHEME EXHIBITORS DIRECTLY TO THE ORGANIZERS (China Security and Protection Industry Association)

Deadline: 15th Oct. 2012 Ad: Room1401, C Hall, International Financial Center, 87 No. Xisanhuanbeilu, Haidian District, Beijing.

Tel: 010-68731631/1629/1701/1702/0588 Fax: 010-68730783

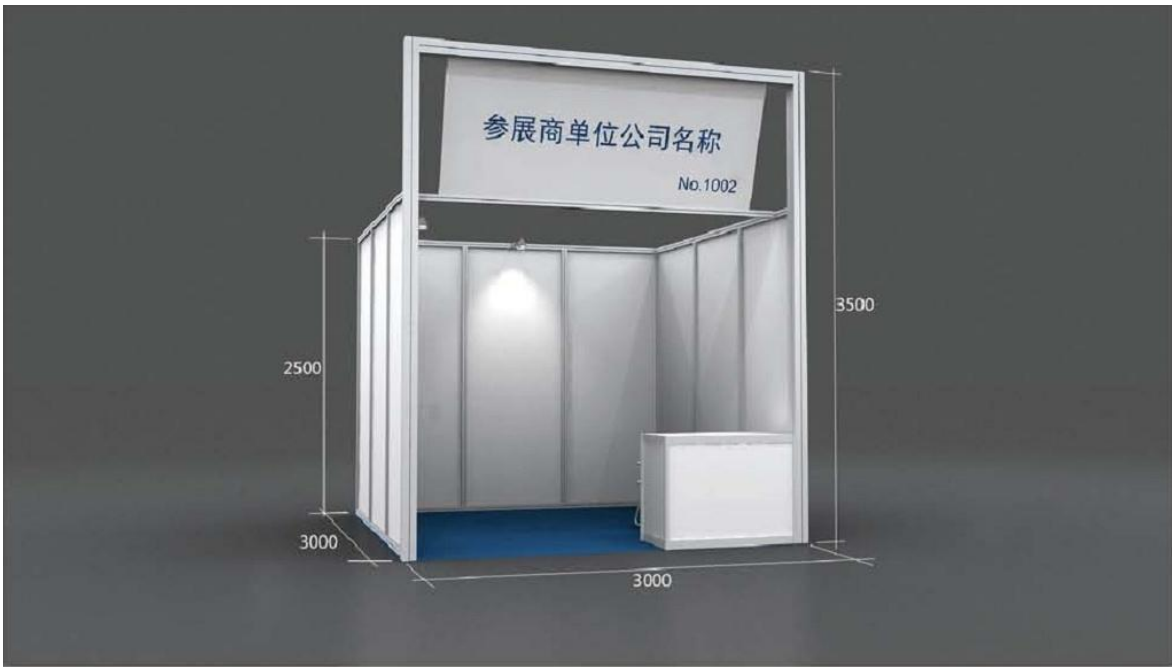
Company Information		
Company Name:		Booth No.:
Ad:		
Contact:	Office:	Tel:
Fax:	E-mail:	Mobile phone:

C

STRUCTURES-RELATED MATTERS

1. Booth Installation Regulations

(1) Shell booth specification, including articles



Booth Specification

The shell booths are set up by Inseno Innovation Services Company, and it is the shaped booth of 9 ㎡.Each booth has the carpeted floor of 9 ㎡, 1 information counter, two folding chair, plywood panel wall, 2 spotlights, 1 5A/220V socket, 1 fascia panel and the company Chinese name.

(2) Shell booth notice

Fascia name (on shell booth): The exhibitors must fill in the Shell Booth Fascia Name exactly. If the exhibitors want to change the name on the scene they should pay extra for it.

And the exhibitors should send the fascia name form to Inseno Innovation Services Company before 15th Oct.2012. Inseno will default the name on the Exhibition Catalogue as the fascia name.

Except the basic furniture, if the exhibitors want to rent additional tools please fill in the form Additional Furniture Rental.

All the installation materials to the shell booth are provided by Inseno Innovation Services Company. The exhibitors must take care of the panel wall, the furniture and other equipments.

Prohibit embedding the metal nail, cutting, drawing and drilling to the panel wall and the furniture. Prohibit painting and no the destructive adhesive tape and glue on the promotional material. If any exhibitors go against the rule, they should bear all the responsibilities.

The exhibitors can't disassemble the shelves and the furniture optionally, hang the heavy things and the frame on the wall directly and connect their own shelves and furniture to the configured one to keep the pavilion safe.

There is one 5A/220V socket in the booth only using to connect TV, computer and mobile phone charge. Prohibit connecting machine and lighting.

All the containers and boxes must be moves out before the opening and send to the designate location.

The exhibitors can't change the booth structure and add the configuration without authorization. If the exhibitors want to move or change the configuration (such as add sockets, lighting and light boxes etc.), please inform Inseno Innovation Services Company before 15th Oct.2012 and provide the design and the details. The exhibitors also need pay extra fee. All the electricity is provided by Inseno and the exhibitors can't install themselves. Once found the irregularities or something happened, the violators need to beat all the legal responsibilities.

The height of booth shows as above and all the exhibits should be lower than the height. Any exhibits must be in the booth area, or the organizers have the right to make the exhibitors recover it and the exhibitors pay the fee.

SHELL SCHEME
FASCIA NAME

THIS FORM MUST BE FAXED BY ALL SHELL SCHEME EXHIBITORS DIRECTLY TO

Inseno Innovation Services Company

Deadline: 15th Oct.2012 Ad: Room 301-302 A Hall, FangQun Building, No. 27 NanSanHuan Zhong Road,FengTai District, Beijing

Tel: 010-87675079/5179 Fax: 010-67622244

E-mail: bz@inseno.com Contact: Shanshan Mao ext805 15210387453

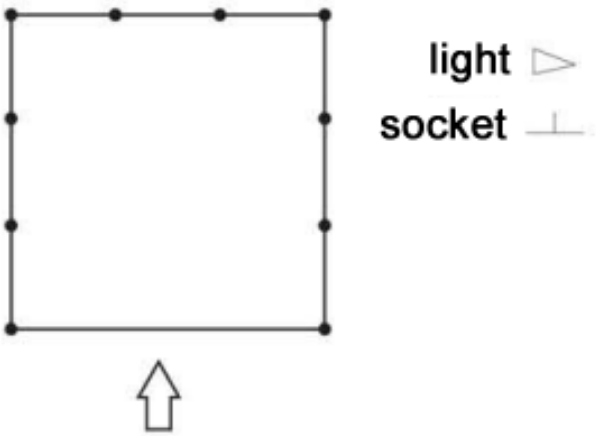
Zhili Duan ext803 15810387453

Company Information		
Company Name:	Booth No.:	
Ad:		
Contact:	Office:	Tel:
Fax:	E-mail:	Mobile phone:

Chinese:

Electricity layout

Please point out the location of the light and socket you need (top view)



ADDITIONAL
FURNITURE RENTAL

THIS FORM MUST BE FAXED BY ALL SHELL SCHEME EXHIBITORS DIRECTLY TO

Inseno Innovation Services Company

Deadline: 15th Oct.2012 Ad: Room 301-302 A Hall, FangQun Building, No. 27 NanSanHuan Zhong Road,FengTai District, Beijing

Tel: 010-87675079/5179 Fax: 010-67622244

E-mail: bz@inseno.com Contact: Shanshan Mao ext 805 Mobile: 15210387453

Zhili Duan ext 803 Mobile: 15810701471

Company Information		
Company Name:	Booth No.:	
Ad:		
Contact:	Office:	Tel:
Fax:	E-mail:	Mobile phone:

Items	Price (CN Yuan)	Quantity	Total	Items	Price (CN Yuan)	Quantity	Total
low glass showcase (1030L*535W*1000mm H)	240			S bar stool	90		
tall glass showcase (1030L*535W*217mm H)	550			black bar stool	160		
information counter (1030L*535W*760mm H)	120			bar stool	160		
lockable cabinet (1030L*535W*760mm H)	180			two seats sofa	700		
lockable folding door (950w*2000 mm H)	300			three seats sofa	700		
aluminum door (950w*2000 mm H)	300			red sofa	700		
documents display	150			white square coffee table (600L*600W*450 mm H)	90		
clothing rack	120			glass coffee table	120		
fixed hangers	100			round table	90		
wooden conference table	300			wooden coffee table	120		
wooden round table(	240			barricade	80		

glass round table(DIA800m*760mH)	80			wastepaper basket	20		
wooden square table(750*750*760mm)	240			coffeepot	400		
white folding chair	25			sticky note	90		
black leather armchair	60			carpet	30		
conference chair	160			photo paper inkjet	110		
wooden chair	100			polyester cloth	30		
sliver chair	120			KT board	120		

Payment

1. All rental items are required to choose the following payment:

A, Please pay the money to

B, Account Name: Inseno Innovation Services Company

Beneficiary Banker's Name: Fangzhang Branch, China Merchants Bank, Beijing

Account Number: 866680524110001

C, Please pay the cash in the site office

2. Without receipt the payment, the items ordered will be not provided.

3. If the rental isn’t pay in the limited time, the renter should pay 30% extra charge. The renter should pay 50% extra charge if rent in the site office.

4. The above prices only apply to this exhibition.

5. The above are the rental prices, and the exhibitors can’t take away after the exhibition.

ADDITIONAL
LIGHTING RENTAL

THIS FORM MUST BE FAXED BY ALL SHELL SCHEME EXHIBITORS DIRECTLY TO

Inseno Innovation Services Company

Deadline: 15th Oct.2012 Ad: Room 301-302 A Hall, FangQun Building, No. 27 NanSanHuan Zhong Road, FengTai District, Beijing

Tel: 010-87675079/5179 Fax: 010-67622244

E-mail: bz@inseno.com Contact: Shanshan Mao ext 805 Mobile: 15210387453

Zhili Duan ext 803 Mobile: 15810701471

Lighting and Socket(except electricity)	items	Price (CN Yuan)	quantity	total
	fluorescent tube	60		
	short arm spotlight	60		
	long arm spotlight	70		
	HQI light	60		
	floodlight	80		
	long arm floodlight	120		
	down light	60		
	long arm jewelry light	60		
	socket	60		
	drinking machine	200		
	42 inch TV	500		
	refrigerator	600		

Payment

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A, Please pay the money to

B, Account Name: Inseno Innovation Services Company

Beneficiary Banker's Name: Fangzhang Branch, China Merchants Bank, Beijing

Account Number: 866680524110001

C, Please pay the cash in the site office

2. Without receipt the payment, the items ordered will be not provided.

3. If the rental isn't pay in the limited time, the renter should pay 30% extra charge. The renter should pay 50% extra charge if rent in the site office.

4. The above prices only apply to this exhibition.

5. The above are the rental prices, and the exhibitors can't take away after the exhibition.

Illustration of Furniture

Some of the furniture for rent are as follows

白折椅
White folding chair

白色葫芦椅
White chair

黑皮椅
Black leather armchair

银背椅
Silver chair

木纹椅
Wooden chair

会议椅
Conference chair

会议椅
Conference chair

黑S型吧椅
S Bar stoo

黑色太空吧椅
Bar stool

有背吧椅
Bar stool

双人钢管沙发
Sofa

红色沙发
Sofa

三人沙发
Sofa

咖啡机
Coffeepot

白色方咖啡桌
Square coffee table

木纹会议桌
Wooden conference table

木纹方台
Wooden square table
750 x 750 x 760mm

木纹圆桌
Wooden round table
800mm x 760mm

玻璃圆桌
Glass round table
800mm x 760mm

立式衣架
Movable clothing rack

落地鉄衣镜
Mirror

资料架-黑
Documents Display – black

伸缩护栏
Barricade

冰箱
Refr gerator

层板
Flat shelf

高玻璃展柜
Tall glass showcase
1030 x 535 x 2170mm

低玻璃展柜
Low glass showcase
1030 x 535 x 1000mm

纸篓
Wastepaper basket

100W长臂射灯
100W Long Arm Spotlight

镜灯
HQI Light

小太阳300W
Floodlight 300W

长臂小太阳
Halogen Long Arm Spotlight

40W日光灯
40W Fluorescent Tube

100W短臂射灯
100W Spotlight

50W冷光长臂射灯
50W Halogen Long Arm Spotlighe

工作灯
Working Light

插座(方空、最大500W)
Power Socket(square pin)

饮水机
Drinking Machine

2. Raw Space Related Matters

(1) The application of raw space fitting notice

Power Supply Time

Power supply time is 3rd-6th Dec.2012 during the exhibition.

Payment, Deadline and Extra Fee

All the service reservation forms must be delivered to ShengDian Exhibition Consultants Co., Ltd before 15th Oct.2012; if ShengDian receives the form during 15th Oct.---4th Nov.2012, the exhibitor should pay 50% extra fee and 100% after 4th Nov.2012.

The exhibitors need to pay during 5 workdays after receiving the orders. Please scan and email the bank remittance to ShengDian Exhibition Consultants Co., Ltd if the exhibitors pay by T/T. ShengDian will cancel the order if it doesn't receive the money during the schedule time. After the payment to the account, the order will be regards as the confirmed order.

Booth Deposit

The exhibitors who order the raw space and the installation contractors need to pay the refundable deposit, and the deposit amount is calculated according the booth area.

Details are in the Application Form of Installation Management.

The deposit aims to ensure that the booth to comply with the rules and regulations and will pay the direct or indirect loss resulting from breaking and damaging the exhibition and the venue. If the exhibitors remove the booth on time; there are no any violations during the installation, the exhibition and the removing and no any default fees, the deposit will refund in 30 workdays after the move-out.

No deposit will refund in the site office.

The exhibitors or the installation contractors must bear the relevant bank charges about all the reservation items and the booth deposit.

The booth deposit will refund to the payer not to the third party.

If the deposit is paid by the individual, the money will refund to the individual not to the company.

If the deposit is paid by cash, the money will be send back by check o remittance.

After the exhibition, if the exhibitors can't return the original receipt or the Receipt, the ShengDian reserves the right not to return the money.

The Height of the Booth

The height of the raw space booth is 5m and the shell booth is 3.5m.

Submission for Approval to ShengDian Exhibition Consultants Co., Ltd

Signing the guarantee: The installation unit must sign the CIEC (New Center) Booth Safety Responsibility Guarantee and send the working drawing, floor plan, the stereogram, the circuit diagram and the installation details diagram (the size, installation materials specification, booth No. and the company name need to be marked on all the paper documents) to ShengDian Exhibition Consultants Co., Ltd to audit. Multi-layer or complex structure of the booth and outdoor booth need provide ShengDian Exhibition Consultants Co., Ltd. the booth installation details diagram

(stamped the National 1st Class Registered Structural Engineer seal and the Architectural Design Institute audit seal) and the audit report of the professional organization, the copy

of the business license of the installation unit, the ID of the legal person (corporate seal affixed), the CIEC (New Center) Booth Safety Responsibility Guarantee signing and stamping and the copy of the special types of work employees certified. The installation unit also needs to log on the website: www.securitychina.com.cn , click on the application of the raw space installation, download and fill the Constructors Name (CIEC New Center) Form, the Application of the Booth Installation, and the Application of the Expressed air, Electricity and Water, the Application of the Teleservice. All the documents, diagrams and the application forms must be in duplicate. The deadline is 15th Oct.2012

Matters about the electricity: the installation unit should provide ShengDian the circuit diagram and the copy of the special types of work employees certified to audit when handling the installation permits and the electrician needs to have the electrician license. After passing the audits, the constructors need to pay the electric charge and processing the work. There mustn't be open fires in the exhibition. The deadline is 15th Oct.2012 Please submit for approval before the deadline. If the documents are submitted between 15th Oct. ---4th Nov.2012, the constructors need pay 50% extra fee; and if after 4th Nov.2012, the constructors need pay 100% extra fee.

(2) The process of registration about the raw space online

1
the exhibitors/the installation contractors need to login the website and register information (www.sdplan.net/exhibition/join)
2
the exhibitors/the installation contractors choose the Security China 2012 in the collection of exhibitioms to delacate on it
3
after the form was finished and saved, the page will jump back to the exhibition management page
4
the installation contractor information is below the exhibition form. after the form was finished and saved,the page will jump to the management page
5
finish and save the constructors name form which will behind the last installation contractor form
6
fee application form is below the constructors name form
7
Aduited by ShengDian Exhibition Consultants Co.,Ltd
8
1.Auditing pass--we will email the bill payment to the company in 3 workdays, please pay it in 4 workdays (this fee can'y be remitted with the booth deposit)
2.No pass--we will email you the reason in 3 workdays, please revise timely and upload
9
send all the paper documents and bank remittance to Sheng Dian and the diagram aduiting deadling is 10th Sep.2012 and the payment deadline is 14th. Sep.2012
10
get the working licenses and car pass (you will be notices)

Note:

The first uploading documents include the rendering of the booth, the plan view, the front view, the stereogram, the material diagram, the lighting quantity and the circuit diagram. The auditing will be less than 5 workdays. In order to keep you can apply in time and smoothly, please upload the documents before 13th Oct.2012

When you apply online, please fill all the information carefully.

(3) Raw space fitting regulations

In order to strengthen the management of raw space booth in the CIEC (New Center) and keep the exhibition go smoothly, the provisions about the installation are made as below:

The booth installations management regulations

All the installation in CIEC must comply with Security Management of Large-scale Mass Activities Ordinance, Beijing Large Scale Social Activities Safety Management Regulations, Beijing Fire Safety Management on Exhibitions and Fairs Provisional Regulations etc. made by the governments and the exhibition halls.

Installation position

The booths set can't block the inherent premises in the hall. The booth structure can't block the fire fighting equipments, electrical equipments, the emergency exits, the pass and all kinds of marks during installed. The distance between the temporary facilities and the wall must be more than 0.8m.

The building area can't exceed the leased area and the projection sideline must be in the leased area sideline. The building area must be consistent with booth area and the exceeding area should get the permits of the organizers and the exhibition hall party. And the installation units should make the construction license.

The height of the installation must be below the fixed height.

Booth indoor: the limit height is 5m; booth outdoor: the limit height is 4.5m.

If there is different between the fixed height of the exhibition hall party and the organizers, Please adopt the lower height.

All the facilities in the hall mustn't be damaged or changed and no nails, holes, glue painting and promotional materials on the wall and floor inside or outside.

Prohibit using the top grid structure to lift the booth structure during installation.

Please ask for the exhibition halls party's permission to lift the banners and flags. The weight on the suspended-point must be lower than 50KG. The installation units should provide their own qualified lifting equipments and operators have the qualification of the aerial operation. Please wear the safety belts during work.

The projection of the hanging items should be in the booth area. Prohibit hanging banners and flags over the pass.

The temporary construction facilities shall not use the exhibition cylinders, walls and other fixed facilities as the supports.

Prohibit placing objects near the fire rolling doors.

The booths designs

Booth structure design strength shall meet the need of the required loads. The structure installation must assure the stiffness, the strength and the stability.

Multi-layer or complex structure of the booth and outdoor booth need provide ShengDian Exhibition Consultants Co., Ltd. the booth installation details diagram (stamped the National 1st Class Registered Structural Engineer seal and the Architectural Design Institute audit seal) and the audit report of the professional organization. The design and the construction process should be fully consider the safety of the booth and ensure that the whole structure can resist the booth loads. Railings should be made with solid durable materials and can bear the provision of the loads. The net height of the second layer should be no less than 1.05m and the distance between the vertical shaft parts should be

no more than 0.11m.

The outdoor booth design should take full account of the insecurities brought by the wind, rain and other natural phenomena.

The booth mustn't have the full closed ceiling and the ceiling can't block the fire fighting equipments on the ceiling of the exhibition hall. Make sure that there is more than 80% flat open area and fire prevention design in the closed area.

The steel structure components must be connected by bolts, riveting or prefabrication and welding not wire, iron wire or steel wire.

There must be one gentle incline to the pass at the edge of the platform to keep the visitors safe form the drop between platforms and floor.

The design of the glass curtain wall, platforms and the fence should take fully account of the collisions, shocks and the stampedes etc.

Installation Materials

The installation materials must be flame retardant materials. There must be fire prevention, such as pasting fire prevention board or brushing fire coating on the surface of all the wooden structures.

All the decorative materials must be the flame retardant materials and spandex, curtain clothing and yarns are prohibited using as the decorative materials.

If the decorative materials are the imitation cotton yarns or the special membrane products, the burning properties can't be lower than B1 (Fire-retardant) made by the government. The installation units should provide the samples of the materials and the reports made by the state authorities of materials testing when they make the report procedure.

Prohibit using inflammables and explosives (like paint thinner, ethyl alcohol and glue etc.) and painting. If the decorative materials are glass, it should be toughened glass of the high standard of breaking strength and the thickness (the thickness of the glass curtain wall must be more than 8mm). The operators must install the glass right and all the glass should have the metal frameworks or connected with the professional hardware. There must be elastic material between glass and the framework or hardware to ensure the safety. The large expanse glass has the obvious marks in case people get hurts. If the platform is made by glass, all the supporting pillar and walls should be fixed below the platform to keep the stability.

The steel column should be seamless steel tubes whose diameter is more than 100m. There should be chassis on the bottom and flange on the top to increase the contact area to strengthen the stability.

The touchdown width of main walls should be more than 120mm to ensure the contact area. If the length of the wall is more than 6m, there should be additional beam between the wall and the steel framework and the additional columns to ensure the stiffness and stability.

The installation material selection should accord with the materials usage standard of temporary construction made by the government bureau, and also should be according to the characteristics of the exhibition.

The booth installation and decorative materials must accord with the Indoor Environmental Pollution Control of Ⅱ Civil Building Engineering (like cultural

entertainments, libraries, exhibition centers and sports venues etc.)

Field-management

The installation units should work at the site time and area and have the Site in charge who can't leave without permission during the construction period and the exhibition and obey the management of the exhibition officers.

During the construction period, the wastes should be cleaned in time and all the installation materials should be put in their own booth tidily. Prohibit using fire fighting accesses and safe passageways and keep the all the pass clean. Prohibit setting up the warehouse for storage in the exhibition center or put the installation materials, tools on the public area. Or, the exhibition center reverses the right to confiscate these things and all the deposit.

The back walls among the neighboring booths should be made properly decoration not affecting shows of the neighboring booths.

When the construction workers work in the high level (the falling height datum≥2m), they should use the qualified lifting equipments and operation platform and they also need wear the safety belt. To keep human safe, please set the safe area and the specialist to nurse the safety in the possible falling area. And there must be the obvious marks in the safe area.

All the construction vehicles in or out the hall must drive slowly and avoid going through the covers of the cable trench. If have to, please drive slowly in vertical direction and keep the covers safe.

If the structure has the hidden dangers, the construction unit will get the Notice of the Booth Security Hidden Dangers, Please change it in time and report the new structure and accept the reviews.

Prohibit using the electric planer or cutting machines etc.

Prohibit using the open flame. The construction units mustn't do any electric welding and other open flame operations, and in the construction site there must be fire extinguishers. The multi-layer structure booths should have more than 2 qualified fire extinguishers during the exhibition.

About the outdoor exhibition booths, prohibit installing before 8:00am and after 22:00pm.

During the exhibition, the construction units should keep the Site in charge and the full time staff in the site to deal with the emergency.

During the move-in and move-out period, without permission the construction vehicles mustn't go into the exhibition. After unloading, the vehicles with permission should leave at once and prohibit stopping for night in the yard.

After the exhibition, the construction units should move all the installation materials out the center. Prohibit stacking up the waste in the exhibition center, transferring or reselling in the yard.

Water, electricity and pressed air management regulation

To ensure the safe use of water, electricity and pressed air in the exhibition, exhibition hall party will carry out the unified management for them.

Electrical equipment in the exhibition shall comply with the related management regulations in the Safety Regulations on Large-scale Mass Activities, Safety Management Regulations on Large-scale Social Activities in Beijing, Fire Safety Management Interim

Provisions on the Beijing Exhibition, Marketing Activities Regulations and so on. And it shall comply with the technical regulations in Installation Standards of Beijing Electric Engineering, Electrical Safety Technology and Electrical Safety Norms.

Electrical construction workers must hold the professional operation certificate issued by the National Labor Department, and should strictly abide by the rules and regulations during the construction period, do not operate illegally, accept to the check from the Hall.

A variety of lighting tools and a variety of electrical facilities and materials installed in the Hall should have a national professional safety certification.

All power cables shall apply to double insulated and sheathed copper wire and dielectric strength is required to meet the standards. The minimum cross-sectional area of Insulated conductors used to connect the lamps is 1 ㎡.

Different voltage lines shall be routed separately. Power electricity and lighting electricity must be used separately; the Hall will punish the construction units who tap the power electricity for lighting. Each power should be installed the protective devices and shall not bear the overload electricity, and lighting circuits should have distribution board and control switches. Electrical connection terminals on the Booth must be completely closed, shall not be exposed (can be closed by flame-retardant insulation boxing or connected by exposed plug component having no contacts).

If needing the temporary electricity during the construction, you shall bring your own wires, and the center of wires cannot have any connector but the protection switch.

Lamps, sockets, distribution board, and other electrical appliances installed outdoor should be Waterproof type. Outdoor electrical equipment should have the reliable measures of waterproof.

Electronic sand table, model, light box should be made up of nonflammable or flame-retardant materials. Lighting and the hot parts installed, such as ballasts, low voltage transformer and other heating elements shall keep a safe distance to wood structure or set a non-combustible barrier, and keep away from combustible materials, wire shall be worn the insulated pipe beam by beam .Setting box, light box shall be provided with heat checking holes.

Installing the high-temperature lamps in the exhibition area should have effective protection measures. High temperature, the leading line of strong light lamps must have heatproof tube, and must be installed in a dedicated metal shelves, not be placed around combustible. The high temperature lamps should have protective covers. High temperature, strong light lamps should be installed at the height of more than 2.5 meters. Neon lamps used as a booth decorative lighting are prohibited.

Construction unit, the exhibitors are not allowed to privately connect the barge with electrical equipment on electrical supply equipment and lighting or power lines. If violating it, the one who do it must bear all the consequences by oneself..

The various lines laid in the exhibition should be fixed to prevent direct bearing tension, the one through the entrance, and channel locations should be protected by the cover.

Combustible materials and other debris cannot be placed around water, electricity, pressed air facilities in the exhibition hall; moreover, building booth can not affect the operation of the water, electric equipment.

According to the relevant provisions of the Beijing Municipal Government, direct drainage

is strictly prohibited, if the machine need water, the exhibitor need to bring their own water cycle device, or the exhibition shall have the right to refuse water applications.

The pressurized pressure vessels are not allowed to be stored and used in the Hall.

the pressed air source provided by the Hall is a compression machine whose outlet pressure is 0.6-0.8Mpa,the general pressed air, and exhibitors should install the dryer, filter and other appropriate device according to their own equipment situation.

Exhibitors are required to bring their own air compressor and storage tank (pressure vessel), and other equipment for the special pressed air, which should be placed in the specified location outside the museum, and ensured the safe operation. If found to have violated the above provisions and unsafe factors, the Hall has the right at any time without notice to stop the power supply, water supply, pressed air supply to ensure safety.

The Hal reserve the right to implement special restrictions on the special circumstances. The Hall shall have the right to enter the exhibitors' booth to check them.

According to the facilities situation of the Hall, the Hall has the right to accept or reject water, electricity, pressed air requirements proposed by the applicant.

Cautions to Construction workers at the scene

The construction unit workers need to wear uniforms, and take the effective construction documents issued by the Hall to enter or leave the Hall. All construction workers are required to wear a helmet, and consciously accept the check during the construction.

The construction workers shall observe all exhibition construction regulations of the Hall, and subject to on-site management. Construction workers should work in the approved time and work region, if not unauthorized, they must not work in non-work areas and non-work time.

The construction workers should pay attention to security and civilized construction, with the necessary safety equipment to ensure a safe work environment.

The construction workers should consciously take good care of public facilities within the Hall, and debris shall not be piled up on the green outside the exhibition Hall.

Construction workers are prohibited to smoke in the museum.

The use and management of installation cards

Construction workers entering the CIEC (New Hall) should wear their own exhibition construction cards issued by the Hall. Anyone without the card will not be allowed to enter the construction site. Installation cards shall not be altered, copied, lent.

The construction unit should conduct civilized construction and legal education to construction workers ,for example, for all the security accidents and responsibilities led by violation of the provisions in the process of entering the hall for construction, moving and transporting such as damaging stadiums green trees, the museum facilities and buildings or fire ,casualties, the construction unit shall take full responsibility and bear all economic losses caused by the impact on the China International Exhibition Center (New Hall).

Note: If the behaviors in violation of the above construction regulations or the consequences occur, the hall will depend on the severity of the circumstances of the violation and the seriousness of the consequences to punish booth construction unit, will deduct the fine from the construction deposit. The Hall reserves the right to implement special restrictions on special circumstances. Venue managers have the right to enter the booth to check compliance with the

above provisions. The hall has the right of modification and final interpretation to the terms of the above content.

(4) Raw space installation notices

Installation requirements

The installation materials and decorative materials must be flame retardant materials and there are the necessary fire fighting equipments. Prohibit using spandex.

The booth design companies and the construction units must promise that they will clean the booth before delivery.

If there is any damage to the property or the floor of the exhibition center, the organizers will compensate the exhibition center.

Any booth structure and exhibits can't exceed the edge of the booth including: the company name, the illuminated advertising boards and the poster.

Without permission, any decoration, exhibits or poster must be pasted or hanged on the roof of the center (except the suspension points). Prohibit pounding nails or drilling on the floor, walls or any other locations.

The booth hang ceiling area must be less than half than the whole area. If there must be the full ceiling, the booth must have the sensors fire-fighting and fire protection equipment. Prohibit using a full wall panel on the wall-less booth (except the dividing walls).

The booth design companies and the construction units must clean the booth themselves or entrust the cleaning services companies before deliver it to the exhibitors.

Building double-deck booths regulations

Except the above regulations, the installation of the double-deck booths and application also need to follow the below regulations:

The double-desk booths must be installed and dismantled at specified time. There mustn't be the aisles crossing the exhibition center. The structure mustn't block the fire fighting system, air-conditioning system, mechanical ventilation system, fire cabinet, fire handles, the fixed lighting equipments and monitoring system.

Booth arrangement and the stair design, the open area and the rest area must be 1m away from the pass. The side to the neighboring booths must be clean and blank.

The net height of the second layer should be no less than 1.05m and the distance between the vertical shaft parts should be no more than 0.11m.

Multi-layer or complex structure of the booth and outdoor booth need provide ShengDian Exhibition Consultants Co., Ltd. the booth installation details diagram (stamped the National 1st Class Registered Structural Engineer seal and the Architectural Design Institute audit seal) and the audit report of the professional organization. The design and the construction process should be fully consider the safety of the booth and ensure that the whole structure can resist the booth loads. Railings should be made with solid durable materials and can bear the provision of the loads.

The second floor must use fireproof metal plates instead of carpets. And the metal plates must meet B1 Fire Safety Standards. The second floor must have the qualified fire extinguishers and there is one in each 50 ㎡.

The area of the second floor is less than 1/3 of the first one and the stair must be the straight ones instead of spiral ones.

There are no high-power lights and ceiling on the second floor.

Loads

The ceiling intensity: The minimum of the second floor loads is 5000n/㎡ when using as visiting, conference, promotion or storage. In these situations, there are no more requirements on the loads.

If the second floor was used as offices, sales office (less than 50 ㎡), the rest place or passage, the minimum loads can be less than 2000 n/㎡. If the stairs are not open to the visitors, there should be the obvious marks. The documents submitted should indicate the use of these rooms.

The stairs intensity: All the stairs loads must be 5000 n/㎡. The railings and the pillars intensity: the loads of the railings and the pillars must be 1000 n/㎡. There are no items below or near the stairs and no shelves.

Firefighting requirements: The greatest distance between the second floor and the passage must be less than 25m.

There is no full ceiling on the second floor, but the standard metal grid can be used. The open area must be more than 80% of the whole area.

From any room, you can see the outside booths.

If it is necessary, the organizers and the exhibition center reserve the right to ask the exhibitors to add the extra security and fire equipments until the booths are passed the auditing.

Raw Space Booths Design and Installation Notices

With the permission of the organizers and exhibition center, the exhibitors renting the raw space can choose the specified design contractors and the installation contractors or choose others as wish. All the constructors must follow the below regulations:

Booth ground must be laid carpet or other protective materials.

All the materials must be green environment friendly materials.

If side walls or back walls block the neighboring booths, the passage or the door indentified by the shell booths contractor, the organizers reserve the right to ask the installation construction units to change it. Two open booths need one back wall and one side wall; the three open booths need one back wall.

The exhibitors provide their own wall panels and prohibit using the neighboring panel as their own wall.

The installation construction units bear to clean all the waste and pay the related cost.

Painting

Prohibiting painting or using any extant coating during the exhibition

Remove Notice

According to the exhibition, the organizers and the exhibition hall party can gather ShengDian Exhibition Consultants Co., Ltd and the transport contractors to the remove and make the plan.

If the exhibitors and the installation units want to remove the exhibits, promotional materials and raw space booth design, the exhibition tools, shelves, the decorative materials and the plants, they should offer the Items Release Document.

Booth Cleaning and Waste Disposal

During the booth installation and remove, the package and installation materials mustn’t block the pass. The installation units need to clean the installation waste every day.

After the exhibition, the installation units need to clean all the materials and send them to the designate cleaning location.
The exhibition hall reserves the right to charge the organizers and exhibitors for the extra waste (such as decorate fragment, cargo crates/pallets, paper boxes, package materials and the documents).

(5) The penalties of the installation management

Deadline: 15th Oct.2012

After applying successfully online, fax this form to

ShengDian Exhibition Consultants Co., Ltd

Room 001, 1#Zhonglin Business Building, No. 25 Hepingli, Dongcheng District. Beijing

Tel: 010-4000358885 Fax: 8610-6421 8061-810

E-mail: steven@sinoplan.com.cn

Contact: Jinlong Wang ext821 13811331620 Yang Guo ext823 13801268015

Yuan Xu ext829 13811604586 Dongwei Zheng ext831 1870162966053

Company Information		
Company Name:	Booth No.:	
Ad:		
Contact:	Office:	Tel:
Fax:	E-mail:	Mobile phone:

If the installation units and the operators go against any management regulations and cause the collapse, casualties, fire disasters and other accidents, the installation units will bear all the responsibilities and the economic and the reputation losses to the organizerss and the services contractors. The services contractors (ShengDian Exhibition Consultants Co., Ltd) will give the warning, deduct all deposit or make public in the construction area etc. based on the seriousness of the circumstances.

In order to keep the installation going smoothly, safely and in order and keep life and property safe, all the installation units and companies should comply with all the regulations about the exhibition, sign and execute the Booth Installation Safety and accept the punishments in the below:

items	Contents	fine (RMB)
1	If the unauthorized electrical connection was found, the operators will be asked to pay the connecting fee and fined 5000.	5000
2	If there is any open flame operating without permitting, the equipments will be confiscated and the operators will be fined more than 2000.	more than 2000
3	If there is any leak connecting the headwaters equipments, the operators will be asked to compensate those losses and fined more than 2000.	more than 2000
4	If the booth appears the instability and other big hidden dangers, the operators will be asked to set up the isolated areas to change it and fined 2000-5000.	2000-5000
5	If blocking the fire fighting accesses, emergency exits, the public pass, power distribution cabinet and cameras, the facilities will be changed and the operators will be fined 2000-5000.	2000-5000
6	If there is any violation of electrical installation regulations and no the operation license, the operators will be asked to stop and fined 2000-5000.	2000-5000
7	If the operators use the inflammable and no fire coating wooden materials to decorate the booth, they will be asked to change and fined	2000-5000

	2000-5000	
8	If using the prohibited items like neon lights, quartz lamps the parallel wires and twist wires, the operators will be asked to stop working and fined 2000-5000	2000-5000
9	If there is any action going against Beijing Exhibitions and Fairs Security Management Regulations like mixing paint, painting, the operators will be asked to change at once and fined 2000-5000.	2000-5000
10	The operators will be asked to stop when using the inflammables and explosives (like paint thinner or ethyl alcohol) and fined 2000-5000.	2000-5000
11	If there is the sparks flying off when using the electric planer or cutting machines, the operators will be asked to stop and fined 2000-5000	2000-5000
12	Dumping of waste oil and waste in the Hall.	2000-5000
13	If one of the back-to-back booth higher than the other one, and Backside not be covered.	2000-5000
14	If the booth is set up more than the specified height and Refuse rectification.	1000-5000
15	Use the top of the hall, metopes, pillars, handrails, doors, windows and every kind of professional pipelines for Hanging , tied up , nail , paste and etc, Need rectification immediately and Fine 2000-5000.	2000-5000
16	Blocking channel when Installation, Hinder the others to get through, and If dissuade no effect, fine 1000-5000.	1000-5000
17	During the dismantling periods, If Barbaric demolition, Pushed to the booth and Moving goods to cause ground damage and etc, Need rectification immediately and fine over 1000.	Over 1000
18	During the dismantling periods, Privately to sell the booth structure to privates and units for demolition, fine over 1000.	Over 10000
19	During the dismantling periods, Garbage is not cleaned or not passed the acceptance, Deduction of more than 2000 of the penalty from the cash pledge.	Over 2000
20	If not cooperate work with Exhibition and Exhibition Service Corporation, fine over 2000, It would depend on the circumstances.	Over 2000
21	During the Installation, If do not in accordance regulations to wear helmets or seat belts, fine 200/per people	200/per people

Note:

The above fines will be deducted from the cash pledge.

If the unit Violation of the regulations and refuse rectification, the Exhibition Service Corporation will have the right to stop the Installation and deduct all of the cash pledge.

If the Installation Contractor accumulated by 5 penalty, the Exhibition Service Corporation(Beijing SD Plan Exhibition Consulting Co., Ltd) will Cancel the Installation unit's Installation qualification and to announce in the industry.

Installation Contractor (Stamp)　　the person in charge （sign）:

(6) The process of booth Installation application and the price list

Deadline: 15th Oct.2012

After applying successfully online, fax this form to

ShengDian Exhibition Consultants Co., Ltd

Room 001, 1#Zhonglin Business Building, No. 25 Hepingli, Dongcheng District. Beijing

Tel: 010-4000358885 Fax: 8610-6421 8061-810

E-mail: steven@sinoplan.com.cn

Contact: Jinlong Wang ext821 13811331620 Yang Guo ext823 13801268015

Yuan Xu ext829 13811604586 Dongwei Zheng ext831 1870162966053

Booth Installation application procedures

After passing of the online application, Installation Contractor should submit the following materials to Beijing SD Plan Exhibition Consulting Co., Ltd., before the 15th Oct 2012.

1. Booth design rendering, floor plan, Elevation drawing, circuit diagram(Booth number and the location of electric box must be marked), structural drawing and copy of business license of the Installation unit, ID card copy of the Artificial Person (Need be sealed, As the record) and the copy of the Special operations license(electrician operation, High altitude suspension operation)

   (1) All drawings must mark the size and material Size

   (2) The multi-storey booth, Complex structure booth and outdoor booth must provide the detailed drawings, the structure of the audit report, Stamped by a registered structural engineer seal, architectural design institute audit chapter.

2. Please submit Exhibition Booth Installation Application Form (New Center), Application Form of Water, Electricity and Pressed Air, List of Installation Workers and Telecommunication Services Application Form.

3. When submitting the legal person of the Installation Contractors should sign the Exhibition Booth Construction Safety Responsibilities and affix the company seal.

4. The construction units can get the licenses after paying the installation management fee, the garbage disposal fee, the installation documents fee, the vehicle certificate fee, water fee, electricity fee, pressed air connection fee and installation deposit.

Price list			
	content	unit	Unit price (CN Yuan)
NO.	raw space booth installation management fee	m²	35.00
1	installation license fee	Per person	30.00
2	garbage disposal fee	m²	3.00
3	Vehicle Certificate (Move-in)	Per vehicle/2 hours	70.00
4	Vehicle Certificate (Move-out)	Per vehicle/2 hours	70.00
5	installation deposit	≤100	20000
		101-200	40000
		≤1000	200000

(7) The price list of water, electricity, pressed air working overtime

Deadline: 15th Oct.2012

After applying successfully online, fax this form to

ShengDian Exhibition Consultants Co., Ltd

Room 001, 1#Zhonglin Business Building, No. 25 Hepingli, Dongcheng District. Beijing

Tel: 010-4000358885 Fax: 8610-6421 8061-810

E-mail: steven@sinoplan.com.cn

Contact: Jinlong Wang ext821 13811331620 Yang Guo ext823 13801268015

Yuan Xu ext829 13811604586 Dongwei Zheng ext831 1870162966053

Electricity for lighting			
NO.	Content	Unit	Unit Price (CN Yuan)
1	15A/220V	Each Point	1001
2	20A/220V	Each Point	1573
3	30A/220V	Each Point	2002
4	40A/220V	Each Point	3146
5	50A/220V	Each Point	3432
6	60A/220V	Each Point	4290
7	80A/220V	Each Point	6006
8	100A/220V	Each Point	7865
9	120A/220V	Each Point	9295
Electricity for Power			
1	(Temporary power)15A/220V	Each Point	325
2	(Temporary power)30A/220V	Each Point	1300
3	15A/220V/24hr(Single phase)	Each Point	2340
4	30A/380V/24hr(three phase)	Each Point	6500
5	15A/220V(Single phase)	Each Point	1300
6	30A/380V(three phase)	Each Point	2535
7	60A/380V(three phase)	Each Point	4563
8	100A/380V(three phase)	Each Point	7774
9	150A/380V(three phase)	Each Point	11323
10	200A/380V(three phase)	Each Point	16900
Water and electricity supply			
1	300L/Min	Each Point	2600
2	600L/Min	Each Point	3900
3	1000L/Min	Each Point	5200
4	Domestic water	Each Point	2860
Overtime Fee for Installation			
1	Before the 24:00	2 hours/per booth(Less than 100 m^2)	1000

2	After the 24:00	2 hours/per booth(Less than 100 m²)	2000

Note:

1. The installation units should pay the overtime working cost of 1000 ㎡ unit. Before the 24:00, Price is 1000.00 ￥in 2 hours/per booth(Less than 100 m²), it is 2000.00 ￥between 101 and 200 m², and 3000.00 ￥between 201 and 300 m². The rest is by this analogy.
2. If the installation units have to work over time, please apply to the customer service centre between 15:30-16:30, and the center doesn't accept the request for overtime after or before.
3. The installation units can only apply one time except the last day of move-in.
4. The installation units can work to 20:00 free at the last day of move-in and move-out.

(8) The application form of water, electricity and pressed air

Deadline: 15th Oct.2012

After applying successfully online, fax this form to

ShengDian Exhibition Consultants Co., Ltd

Room 001, 1#Zhonglin Business Building, No. 25 Hepingli, Dongcheng District. Beijing

Tel: 010-4000358885 Fax: 8610-6421 8061-810

E-mail: steven@sinoplan.com.cn

Contact: Jinlong Wang ext821 13811331620 Yang Guo ext823 13801268015

Yuan Xu ext829 13811604586 Dongwei Zheng ext831 1870162966053

Electricity for lighting			
NO.	Content	Unit	Unit Price (CN Yuan)
1	15A/220V		1001
2	20A/220V		1573
3	30A/220V		2002
4	40A/220V		3146
5	50A/220V		3432
6	60A/220V		4290
7	80A/220V		6006
8	100A/220V		7865
9	120A/220V		9295
Electricity for Power			
1	(Temporary power)15A/220V		325
2	(Temporary power)30A/220V		1300
3	15A/220V/24hr(Single phase)		2340
4	30A/380V/24hr(three phase)		6500
5	15A/220V(Single phase)		1300
6	30A/380V(three phase)		2535
7	60A/380V(three phase)		4563
8	100A/380V(three phase)		7774
9	150A/380V(three phase)		11323
10	200A/380V(three phase)		16900
Water and electricity supply			
1	300L/Min		2600
2	600L/Min		3900
3	1000L/Min		5200
4	Domestic water		2860

Note: Power Supply: 220V 50Hz AC single phase; 380V 50Hz Three phase (wave motion +/- 5%). Supply time: 08:30-17:00. 24 hours power supply cannot be used as an uninterruptible power supply. Lighting power supply and device power supply must be applied separately and it is prohibited to mix strictly. The prices above include electric boxes and electricity.

Exhibitor: _____ Booth Number:_____

Contact: _____ Mobile telephone: _____

Phone: _____ Fax: _____

E-mail: _____ Hall Number:_____

(9) The installation Authorization Letter

Deadline: 15th Oct.2012

After applying successfully online, fax this form to

ShengDian Exhibition Consultants Co., Ltd

Room 001, 1#Zhonglin Business Building, No. 25 Hepingli, Dongcheng District. Beijing

Tel: 010-4000358885 Fax: 8610-6421 8061-810

E-mail: steven@sinoplan.com.cn

Contact: Jinlong Wang ext821 13811331620 Yang Guo ext823 13801268015

Yuan Xu ext829 13811604586 Dongwei Zheng ext831 1870162966053

Company Information		
Company Name:	Booth No.:	
Ad:		
Contact:	Office:	Tel:
Fax:	E-mail:	Mobile phone:

We are the Exhibitor of the 11th China International Exhibition on Public Safety and Security (Security China 2012), Installation area is_____ ㎡, Booth length is_____m and booth width m. Now we authorized _____to be our Installation contractor and prove:

1. The company is only Installation Contractor to our booth and has the Installation qualification after examined and verified.
2. The installation company has signed the installation contract with our company to ensure that the installation work safely and normally.
3. Our company and Installation Contractor clear safety management rules.
4. We will to cooperate with the booth installation contractors. If we go against any of the safety management rules, the organizing committee has the right to fine us.
5. Our company will supervise the Contractor. If they violate the safety management rules, we and our installation contractor will be held accountable by the organizing committee.

Exhibitor (Stamp):

Signature:

Date:

(10) The application form raw space booth installation

Deadline: 15th Oct.2012

After applying successfully online, fax this form to

ShengDian Exhibition Consultants Co., Ltd

Room 001, 1#Zhonglin Business Building, No. 25 Hepingli, Dongcheng District. Beijing

Tel: 010-4000358885 Fax: 8610-6421 8061-810

E-mail: steven@sinoplan.com.cn

Contact: Jinlong Wang ext821 13811331620 Yang Guo ext823 13801268015

Yuan Xu ext829 13811604586 Dongwei Zheng ext831 1870162966053

Company Information		
Company Name:	Booth No.:	
Ad:		
Contact:	Office:	Tel:
Fax:	E-mail:	Mobile phone:

Exhibition name:		
Exhibitor:		Phone:
Installation Contractor:		Phone:
Installation site:	Hall No.:	Booth No:
The number of worker:	Electrician: carpenter: others:	
Total worker:		
Installation area:	square meter: Booth size: length: meter width: meter	
Person in charge on the spot:	Name: Phone:	
Head of security:	Name: Phone:	
Installation materials:		
Electricity demand (KW):		
Applicant:	Name: Phone:	

Note:

1. All information must be true. If not, the installation contractor will bear all the responsibilities for this.
2. Please attach the worker’s ID No., the copy of the electrical permit and other permits copy at the back of the form.
3. The legal person of the installation contractors needs attach the Authorization Letter at the back of the form (affixing the original seal).
4. Please attach the business license copy at the back of the form (affixing the original seal).

(11) The application form of installation management items

Deadline: 15th Oct.2012

After applying successfully online, fax this form to

ShengDian Exhibition Consultants Co., Ltd

Room 001, 1#Zhonglin Business Building, No. 25 Hepingli, Dongcheng District. Beijing

Tel: 010-4000358885 Fax: 8610-6421 8061-810

E-mail: steven@sinoplan.com.cn

Contact: Jinlong Wang ext821 13811331620 Yang Guo ext823 13801268015

Yuan Xu ext829 13811604586 Dongwei Zheng ext831 1870162966053

Company Information		
Company Name:	Booth No.:	
Ad:		
Contact:	Office:	Tel:
Fax:	E-mail:	Mobile phone:

Content	Unit	Unit price (CN Yuan)		Quantity	Total(￥)
Exquisite booth Installation management fees	m²	35.00			
Installation documents fee	Per-person	30.00			
Vehicle Certificate (Move-in)	Per vehicle/2 hours	70.00			
Vehicle Certificate (Move-out)	Per vehicle/2 hours	70.00			
Garbage disposal fee	m²	3.00			
Cash pledge	Per-100 m²	≤100 101-200 ≤1000	20000 40000 200000		
				Total(￥)	

(12) The name list of the installation workers

Deadline: 15th Oct.2012

After applying successfully online, fax this form to

ShengDian Exhibition Consultants Co., Ltd

Room 001, 1#Zhonglin Business Building, No. 25 Hepingli, Dongcheng District. Beijing

Tel: 010-4000358885 Fax: 8610-6421 8061-810

E-mail: steven@sinoplan.com.cn

Contact: Jinlong Wang ext821 13811331620 Yang Guo ext823 13801268015

Yuan Xu ext829 13811604586 Dongwei Zheng ext831 1870162966053

Company Information		
Company Name:	Booth No.:	
Ad:		
Contact:	Office:	Tel:
Fax:	E-mail:	Mobile phone:

Exhibition name:					
Installation Contractor:					
No.	Name list	Age	Gender	Types of work	ID Number
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					
17.					
18.					
19.					
20.					

Note: In order to keep your company working smoothly, please send this form back to the booth installation contractors before the 15th Oct. 2012. If this form was received during the 15th Oct. 2012 to 4th Nov. 2012, there will be 50% extra fee; if after the 4th Nov. 2012, the extra fee will be 100%.

(13) Telephone and internet rent

Deadline: 15th Oct.2012

After applying successfully online, fax this form to

ShengDian Exhibition Consultants Co., Ltd

Room 001, 1#Zhonglin Business Building, No. 25 Hepingli, Dongcheng District. Beijing

Tel: 010-4000358885 Fax: 8610-6421 8061-810

E-mail: steven@sinoplan.com.cn

Contact: Jinlong Wang ext821 13811331620 Yang Guo ext823 13801268015

Yuan Xu ext829 13811604586 Dongwei Zheng ext831 1870162966053

Company Information		
Company Name:	Booth No.:	
Ad:		
Contact:	Office:	Tel:
Fax:	E-mail:	Mobile phone:

No.	Code	Services	Unit price (RMB￥)	Quantity	Cash pledge	Total fees	Total Cash pledges	Subtotal
Telephone line rent:								
1	3101	□Local calls	1040.00		0.00			
2	3102	□ domestic long distance telephone	1040.00		500.00			
3	3103	□ international long-distance telephone	1300.00		2,000.00			
4	3104	□ISND(Only Local calls)	2080.00		0.00			
Subtotal:								
Internet Rent (with the public IP), We only provide the Ethernet interface. If you need to connect to the LAN , please bring the HUB and wiring by yourself.								
1	3203	□ 256K(4 IP)	3,900.00		0.00			
2	3204	□ 512K(4 IP)	7,150.00		0.00			
3	3205	□ 1M(8 IP)	11,050.00		0.00			
4	3206	□ 2M(16 IP)	16,250.00		0.00			
5	3207	□ 4M(16 IP)	24,050.00		0.00			
6	3209	□ 10M(32 IP)	39,000.00		0.00			
7	3210	□ 20M(32 IP)	58,500.00		0.00			
8	3211	□ 50M(64 IP)	104,000.00		0.00			
9	3212	□100M(64 IP)	156,000.00		0.00			

Subtotal:								
ADSL(Dynamic IP)								
1	3302	□ 1M	7,800.00		500.00			
2	3303	□ 2M	10,400.00		500.00			
Subtotal:								
Total:					Grand Total:			

(14) Equipment location map

Deadline: 15th Oct.2012

After applying successfully online, fax this form to

ShengDian Exhibition Consultants Co., Ltd

Room 001, 1#Zhonglin Business Building, No. 25 Hepingli, Dongcheng District. Beijing

Tel: 010-4000358885 Fax: 8610-6421 8061-810

E-mail: steven@sinoplan.com.cn

Contact: Jinlong Wang ext821 13811331620 Yang Guo ext823 13801268015

Yuan Xu ext829 13811604586 Dongwei Zheng ext831 1870162966053

Company Information		
Company Name:		Booth No.:
Ad:		
Contact:	Office:	Tel:
Fax:	E-mail:	Mobile phone:

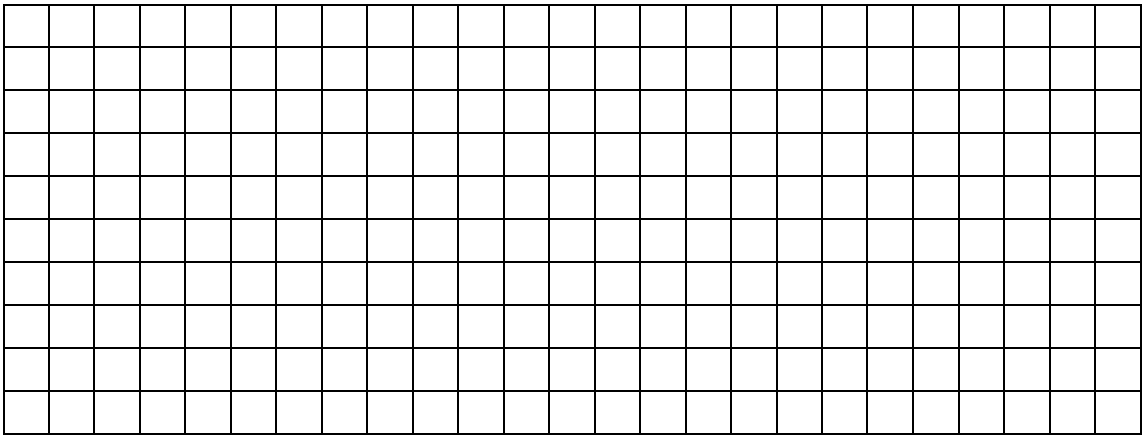
Installation Contractor must fill all of the Equipments (electrical boxes, air compressors, Water supply and drainage, telephone lines, Internet cable) in this form, and send this form back to ShengDian Exhibition Consultants Co., Ltd before the Deadline.

If Installation Contractor cannot send the form back on time, the rental devices will be placed in the booth or around. There will be the moving fee if these equipments need to be move. And during the exhibition, ShengDian won't accept any moving operations.

Please mark the equipments you rent on the map below and note the opening of the booth. (If the map area below is not enough, please send the details information to ShengDian)

(Each small grid is 1 ㎡, please note the position according the your booth area.)

HALL_____ North ▲ ▲



HALL_____

Electric box	≈ Water supply and drainage	@ Internet	Phone	Air compressor

Signature/Date: Corporate Stamp:

D

Services Information

1. Transport information

Sinotrans Beijing Company Exhibition Freight Dept.

Add: 400, 4th Floor of Hall 1 China International Exhibition Centre No.6, East Beisanhuan Road, 100028 Beijing, China

Tel: 0086-10-64671724/0086-10-13901187093

Fax: 0086-10-64677828

E-mail: guojc@sinotrans.com or fanhui@sinotrans.com

Contact person: Mr. Guo Jingchun or Mr. Fan Hui

Company Information		
Company Name:	Booth No.:	
Ad:		
Contact:	Office:	Tel:
Fax:	E-mail:	Mobile phone:

Dear Exhibitors:

We, Sinotrans Beijing Company Exhibition Freight Dept, are honored to be the freight agent for the 11th China International Exhibition on Public Safety and Security (Security China 2012), which will be held at China International Exhibition Center (New Center) on Dec 3-6th, 2012.

1. Exhibits arrival time

1) The arriving time of the exhibits send by the exhibitors themselves: 30th Nov – 21nd Dec. 2012 (working time: 8:300-11:30, 13:00-17:00)

2) The arriving time of the exhibits send by us: before the 21th Nov. 2012. Please arrange loading by yourself.

Note:

1) We only do the delivery within the 5th orbital area (If outside, the extra fee will be 100%).

2) Vehicles without Beijing plates must comply with the relevant traffic regulations made by Beijing Traffic Managements Bureau.

A. According the Provisions of Beijing Traffic Management Bureau, and cooperating with Beijing environmental monitoring, the goods vehicles without Beijing plates who fail the vehicle emission testing are prohibited coming into the 5th orbital area (on-site testing). The vehicles passing the testing should have the pass permission, the exhibition invitation letters and other valid documentations to get the entering Beijing permit to make the certificate to Beijing at the exit of Beijing.

B. Under special circumstances like traffic control, Please observe the time-limited provisions made by the Beijing Traffic Management Bureau.

2. Exhibits packaging requirements

1) The packaging of the exhibits must be suitable for long-distance transport, solid and durable.

2) Some special exhibits must be marked on the outside of the package like" Fragile", " damp proof", " Upward" and etc. Large exhibits should be marked the lifting line and the gravity position.

3) Exhibits packaging should be marked as follow: (Please do not fill in someone's name to take the delivery of goods smoothly)

Receiving unit	Transportation Department of Sinotrans Beijing Company Exhibition Freight Dept
Name of Exhibition	China International Exhibition on Public Safety and Security

Exhibitor			Booth No.		
Mobile phone					
Number of packages	/	Weight		Size	

3. Charging standard (excluding special exhibits)

1) Transported to the exhibition hall

Exhibits send by the exhibitors (packing up outside the hall ---- Booth): 100￥/ cubic meter(At least 1 cubic meter)

Delivery charges(Within the 5th orbital---- Outside the exhibition hall or the warehouse): 250￥/ cubic meter(At least 2 cubic meters)

Unpacking: 50￥/ cubic meter(At least 1 cubic meter)

Storage fees: 20￥/day/ cubic meter(At least 1 cubic meter)

2) Move-out the exhibition hall:

The Charges are the same as above. Please pay 30￥extra fee if you need Return of exhibits.

3) In addition to the above fees, if you need special assembly, the second shift, overtime unloading and rental of equipment and manpower (22:00-8:30, the charges increased by 100% on original base) Note: The fees at least for 4 hours

Workman: 30￥/hour

forklift	3T	6T	10T
￥/hour	100/hour	150/hour	300/hour

4) Overrun exhibits charges

Size and Weight				charging standard		
Weight	Length	Width	Height	Over 1 item	Over 2 item	Over 3 item
3T	5M	2.5M	3M	increase 10%	increase 20%	increase 30%
5T	7M	2.5M	3M	increase 10%	increase 20%	increase 30%
10T	12M	2.5M	3M	Charge according to actual weight and volume		

5) If the exhibits don't arrive on time according to the provision of our company, we will charge 100% extra fee.

Note: The exhibitors need to afford the lifting fee If renting the cranes.

4. Payment

1) Bank Information (Please indicate on the remittance Security China 2012 exhibits transport fees):

Name of Bank: **Bank of China, Branch Beijing (Bank lines: 104100004013)**

Swift Code: **BKCHCNBJ 110**

Address of Bank: **No.8 YABAOLU, CHAOYANG DISTRICT, BEIJING, CHINA**

Account Number: **￥: 324656004888**

Receiver: **Sinotrans Beijing Company**

2) The payment can also be cash, and the fee is charged on the highest of the actual weight and volume.

3) If the exhibitors reported the wrong information to make the failures loading and unloading exhibits, the cost will accord to actual weight. If exhibits don't arrive on time, exhibitors must pay the loss because of delay.

5. Note:

1) Exhibits send by the exhibitors must arrive to the CIEC (New Center) on time; If arriving ahead, Please deliver the goods to the warehouse of China International Exhibition Centre(Old Center)(Address：6 East Beisanhuan Road, Chaoyang District, Beijing), and we will charge storage fees and short - distance transportation fees.

2) If the exhibitors don't use our company to operate the exhibits, we will not be responsible for injury and the loss of goods.

3) The charges don't include the insurance. We suggest that all the exhibitors buy full insurance (Including the period of exhibition). Insurance coverage should include my company and its agent's Accidents insurance. Exhibitors please take good care of the insurance contract or its copy to prepare for contingencies. If there are any damages caused by our improper operation, we will pay one or two times compensation according to the exhibits single way operation cost.

4) Those exhibitors, who commission my company to transport, shall be regarded as having admitted the Transport Guide and follow all the transportation terms.

Shipment Information

Sinotrans Beijing Company Exhibition Freight Dept.

Add: 400, 4th Floor of Hall 1 China International Exhibition Centre No.6, East Beisanhuan Road, 100028 Beijing, China

Tel: 0086-10-64671724/0086-10-13901187093

Fax: 0086-10-64677828

E-mail: guojc@sinotrans.com or fanhui@sinotrans.com

Contact person: Mr. Guo Jingchun or Mr. Fan Hui

Company Information

Company Name: Booth No.:

Ad:

Contact: Office: Tel:

Fax: E-mail: Mobile phone:

CTN/NO.	Packing style	Name of Exhibit	Length*width*height (cm)	Volume (cm)	Weight (kg)	Special Service items (assembling/disassembling/up/down)		
						Rental of equipment	Quantity	Rent date and time
Note								

Our company's exhibits will be delivered to Beijing in following way (Please fill in and tick)

□A. Air/sea/land Cargo arrival at Beijing Delivery point, Bill No.: (Please fax Bills together); Time of arrival in Beijing, We need your company to arrange delivery, conserve and deliver to our company's booth.

□B. Delivery to your company's warehouse, Bill No.: (Please fax Bills together); Time of arrival in Beijing , We need your company to arrange delivery, conserve and deliver to our company's booth.

□C. Self arrange delivery the exhibits to the entrance of the Exhibition

Our company agrees with the prescribed cost of Exhibition, and will pay the related money in the following way:

□We will settle the above fees before the Move-in and send the money to your company account by T/T.

□We will settle the above fees during the Move-in and deliver the cash to on-site staff.

2. Seminar services information (Conference Room Charging Standard)

Deadline：15th Oct. 2012 Phone: 010-82861178 62016842/43 Chunyan Li: 13521937712

Beishuo Zhong: 13810215352

Company Information		
Company Name:	Booth No.:	
Ad:		
Contact:	Office:	Tel:
Fax:	E-mail:	Mobile phone:

The Price of the General Service Building Conference Room in CIEC (New Center)

Hall	Room No.	Type	Area （Sqm）	Total People	Time Period	Price(￥)	cash pledge(￥/Day)	Note
Second floor of the East	E-201	Meeting Room	92.5	80	Half a day	6000	6000	With platform
	E-203	Meeting Room	96.6	100	Half a day	6000	6000	With platform
	E-204	Round Table Room	53.5	30	Half a day	4000	4000	
	E-205	Round Table Room	53.5	30	Half a day	4000	4000	
	E-206	Meeting Room	109.5	110	Half a day	7000	7000	With platform
	E-207	Meeting Room	53.5	50	Half a day	4000	4000	With platform
	E-208	Meeting Room	53.5	50	Half a day	4000	4000	With platform
	E-209	Meeting Room	74.5	70	Half a day	6000	6000	With platform
	E-210	Meeting Room	79.4	70	Half a day	6000	6000	With platform

Third floor of the East	E-301	Meeting Room	96.4	90	Half of a day	6000	6000	With platform
	E-302	Meeting Room	96.4	90	Half of a day	6000	6000	With platform
	E-303	Meeting Room	78.8	70	Half of a day	6000	6000	With platform
	E-304	Meeting Room	53.5	50	Half of a day	4000	4000	With platform
	E-305	Meeting Room	53.5	50	Half of a day	4000	4000	
	E-306	Meeting Room	109.5	120	Half of a day	7000	7000	With platform
	E-307	Meeting Room	53.5	50	Half of a day	4000	4000	With platform
	E-308	Meeting Room	53.5	50	Half of a day	4000	4000	With platform
	E-310	Meeting Room	44.4	30	Half of a day	4000	4000	
	E-311	Round Table Room	113.1	110	Half of a day	7000	7000	With platform

Note: The half o a day is 9:00-12:00 or 13:30-16:30.

The equipments of the meeting room is the platform, the Podium seat, the white note board, the registration desk, seat, the projection screen, PA system (the capacity of the meeting rooms is over 30 people). Other items needs to be paid additionally.

Conference services information (Technical Exchange Conference)

Deadline：15th Oct.. 2012 Phone: 010-82861178 62016842/43 Chunyan Li: 13521937712

Beishuo Zhong: 13810215352

Company Information		
Company Name:	Booth No.:	
Ad:		
Contact:	Office:	Tel:
Fax:	E-mail:	Mobile phone:

Type	Area（Sqm）	Total People	Domestic prices	international prices	items
1 hour	79-96	80-100	4000￥/per meeting	6000￥/per time	Lecture table, Equipment table, Registration desk, wired Microphone, Schedule Panel, Projection screen, Pure water，notice board （note：Various meeting rooms equipped with different items）
2 hours	109	80-100	7000￥/per meeting	9000￥/per time	
3 hours	109	80-100	10000￥/per meeting	12000￥/per time	
5 hours per day	109	80-100	15000￥/per meeting	17000￥/per time	

Note: Video projectors need to be separately rented, and the fee is 1500￥-2000￥/per meeting

3. Hotel and Vehicle Services

Authorized by:				Please make a copy for your own file and return to:
Name:		Position:		Contact: Tony Tel: 86 10 51920615 Fax: 86 10 51920049 Mobile: 13910666462 E-mail: international@bizcspia.com Website: www.sdlm.cn
Company:		Booth No:		
Address:				
Tel:		Fax:		
China REP. Tel:		Fax:		

Times Hotel Management Co., Ltd has been appointed the official accommodation reservation agent. To ensure the good accommodation for the exhibition and visitors during the Security China from 3-6th Dec. 2012 while save the cost, they have reserved rooms in the nearest hotels around the New CIEC with discounted rates as follow. Please refer exhibitor's and visitors preferential rates of the Security China 2012 as follows:

Code	**Hotel Name**	**Preferential Rate**	**Distance to New CIEC and Notes**
1	Crowne Plaza International Airport Hotel ★★★★★ http://www.crowneplaza.cn/airportbj	￥850yuan (Include one breakfast and service charge)	0.5km, Internet: ￥120/Day
2	Beijing Jinglin Hotel ★★★★ http://www.jinglinhotel.com/intro/index.htm	￥520yuan (Include one breakfast and service charge)	1km, free internet
3	Best Western Grandsky Hotel Beijing ★★★★ http://www.bwgshotelbj.com	￥540yuan (Include two breakfast and service charge)	1km, free internet
4	Days Hotel Beijing New Exhibition Center ★★★★ http://www.daysinn.cn	￥520yuan (Include two breakfast and service charge)	2.5km, free internet
5	CITIC hotel Beijing Airport ★★★★ http://www.sino-swisshotel.com	￥480yuan (Include two breakfast and service charge)	4.0km, free internet ￥30/Day
6	Days Inn Business Place Longwan Beijing ★★★☆ http://www.daysinn.cn	￥420yuan (Include two breakfast and service charge)	4.0km, free internet
7	Hotel IBIS Beijing Capital Airport ★★★ http: www.ibis.cn	￥350yuan (Include two breakfast and service charge)	2.5km, free internet

Note:

● The prices above include the service fee and breakfast.

●To ensure your reservation successful; please send back your reservation form before 10th Nov. 2012.

●If you are not sure about the rooms you will book, please give us the approximate number, and we will keep the rooms for you.

(2) The Reservation of Other Hotel

We will book the right hotels as your request and provide the lower price.

Please fax the rent from to the Times Hotel Management Co., Ltd

Hotel and Vehicle Rent Form

Hotel Reservation Form

Hotel Name(code)	Full Name(Same as on passport)	Check-in Date	Check-out Date	Room Type(King-size or Twin bed)	Remark
	□Mr. □Ms.				
	□Mr. □Ms.				
	□Mr. □Ms.				
	□Mr. □Ms.				
	□Mr. □Ms.				
	□Mr. □Ms.				
	□Mr. □Ms.				
	□Mr. □Ms.				
	□Mr. □Ms.				

Hotel Limo Airport Pickup Service:		□ No □ Yes Arrival Flight / Time	
Credit Card Type:		□ Visa □ Master □ Amex □ JCB □ Diners	
Credit Card No.:		Expiry Date	
Holder's Signature			